Kansas Criminal Justice Information System (KCJIS) Committee

September 9, 2019, 1:30pm – 3:30pm

OJA, Room 269, Topeka

Approved

Committee Members in Attendance:

Moore, Leslie, KBI, Chair – **Present**

Burns-Wallace, DeAngela, Secretary KS DofA, Co-Chair -

Schneider, Heidi, APCO –

Sage, Bob, KACP – **Present (phone)**

Norris, Amber, KCDAA –

Douglas Hamilton, KADCCA – **Present (phone)**

O'Brien, Kelly, OJA -

Oehm, Jim, Capt KHP - **Present**

Soldan, Roger, Sheriff, KSA – **Present (phone)**

Sass, Harold, (Jill Cusick/proxy) DOC - **Present**

Others in Attendance: David Marshall, KCJIS; Rod Blunt, OITS; Don Cathey, KHP; Nicole Hamm, KBI; Joe Mandala, KBI; Sherry Webb, KBI; Stephanie Watts, KDOC; Kelly Johnson, KHP;

KCJIS Committee Call to Order:

The meeting was called to order by the Chair Leslie Moore.

Quorum Verified.

No Guests

Business

Chair Report:

Leslie Moore – (Handout) Review of the July Committee Meeting Minutes. Motion to approve the May Minutes by Capt Oehm Seconded by Sheriff Soldan. Motion is approved.

Treasury Report:

Heidi Schneider – Heidi was not present at the meeting, so no Treasury report was received.

Review and Approval of Updated KCJIS By-Laws

Leslie Moore – (Handout) Updated bylaws were reviewed with no discussion. Motion to approve the May Minutes by Capt Oehm Seconded by Sheriff Soldan. Motion is approved.

KCJIS Conference(s):

The following proposals for changes to the 2020 and future conferences was introduced by the Chair Leslie Moore.

- Raise the regular conference registration fee from $55 to $75;
  - Early bird period $55 from January 14 to March 31.
  - Regular period $75 from April 1 to May 12.
- Vendor base fee from $400 to $600.
- Door prize fund. Raise to $400.
- A "No Refund" date passed by the committee. No conference registration fee refund after May 1st due to expected conference expenditures.

Motion to approve conference changes by Capt Oehm Seconded by Sheriff Soldan. Motion is approved.

Director Report:

David Marshall (Handout) – Update on my activities for the past couple months, upcoming dates of conferences of interest and future meetings.

(Handout) Review of the Florida CJIS conference held July 8-11, 2019. Conference attendance, setup and classes of interest attended.

(Handout) Development of a Cyber Incident Reporting Template. Director developed a 2-page template that could be handout to CJIS community members and other members of the law enforcement, public safety community for quick reference to cyber incident reporting. After discussion on the handout and if it is in line with the CJIS Policy and Procedures manual it was decided a group should meet to discuss the issue. Action Item – Director Marshall to setup a meeting to discuss this.

(Handout) New KCJIS Committee Website. The committee members reviewed a printout of the website and discussed additions, edits and deletions. Action Item – Director Marshall will take the committee's suggestions for action and make the necessary updates. Action Item – Leslie Moore to complete a Risk Assessment of the new KCJIS Website.

SubCommittee Reports:

There were no sub-committee meetings to report on.

Project Updates:

Kelly O'Brien – eCourt Update – Kelly was not present at meeting so no update.

Joe Mandala – AT&T Meeting – Recent outages on the KCJIS circuits have become a concern with the latest outage on August 8th, where about a third of the state CJIS circuits were down for a significant amount of time. KBI was not notified for almost 8 hours after the event started. OITS was notified by AT&T but there was not communication from OITS to KBI. A concern to KCJIS committee is an increase in AT&T outages. In the last year there have been 6 significant incidents. Joe to gather lessons learned from recent outages and pass information on to Chair. Joe will develop a letter with his concern to the OITS CITO, Sec. Burns-Wallace.

Sherry Webb – (Handout) KCJIS User Groups Update.

August 7 meeting in Kechi, there were 34 attendees representing 7 counties

August 27 meeting in Garden City, 22 attendees representing 8 counties

August 28 meeting in Oakley, 14 attendees representing 5 counties

August 29 meeting in Stockton, 34 attendees representing 10 counties

September 5 meeting in Topeka, 15 attendees representing 5 counties

Sherry will be reviewing the possibility of putting a user group regional map with contact information on the new KCJIS website.

The meeting was adjourned at approximately 3:04 pm.

The next KCJIS Committee meeting will be November 12, 1:30pm at OJA, Room 269.